

ITC RECOMMENDED POLICIES & GUIDELINES

West Virginia Statewide Internet

Acceptable Use Policy Guidelines

February, 98

The following guidelines are intended to be used by state government agencies as guidelines for establishing agency specific Acceptable Use Policies (AUP). State agencies and divisions have the discretion of allowing for acceptable uses not specifically listed below, provided that these uses are not in direct violation of the listed Unacceptable Uses and that they do not condone the flagrant abuse of financial or computing resources.

Acceptable Uses

It is an acceptable use of a networked computer to:

1. Provide and facilitate communications with other state agencies and business partners of state agencies.
2. Communicate, exchange and debate issues related to professional development (e.g., professional society, university association, government advisory, or standards activities) of the user's professional/vocational discipline.
3. Applying for or administer grants or contracts for work-related applications.
4. Announce products or services for use within the scope of work-related applications, but not for unsolicited commercial advertising of any kind.

Unacceptable Uses

The West Virginia Internet Committee also acknowledges that certain uses of state-supported network computers are completely unacceptable. This unapproved activity is in recognition of existing federal and state laws, as well as principles of ethics such as the right to privacy. It is not acceptable to:

1. Use the network to interfere with or disrupt network users, nor significantly hamper communications services or equipment. Disruptions include, but are not limited to, distribution of unsolicited advertising, propagation of computer worms or viruses, and the use of the network to make unauthorized entry to any other machine accessible via the network.
2. Use Networks and systems for malicious purposes or in ways that violate applicable federal or state laws. Examples include:

Use of the network to transmit threatening, harassing or obscene materials.

Use of networks or systems in any way that is inconsistent with current policies and guidelines related to political activities of state employees. Electronic chain letter "pyramid schemes."

Transmission of copyright material without consent of the copyright owner.

3. Send unsolicited bulk mail messages (e.g., "junk mail" or "spam") of any kind or to post the same messages to large numbers of USENET newsgroups (i.e., USENET "spam"). Advertising is permitted on some mailing lists and newsgroups, if the mailing list or newsgroup explicitly allows advertising.
4. Forward or propagate chain letters.
5. Forge another person's identity.
6. Use your state-supported network account for personal revenue generating business activities